

**NORFOLK FWAG**  
**(A company limited by guarantee)**  
**UNAUDITED**  
**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

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**NORFOLK FWAG**  
**(A company limited by guarantee)**

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

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<b>Trustees</b>	G R Anderson J P B Barrett J E R Daniels J Fiennes T N Guyer, Chairman R W Haddow, Vice Chairman (resigned 31 December 2021) S E Lord J J L Mitchell M C Rae A R Thornton D C Willis MBE
<b>Company registered number</b>	07868028
<b>Charity registered number</b>	1148844
<b>Registered office</b>	Honingham Thorpe Norwich Road Colton Norwich Norfolk NR9 5BZ
<b>Company secretary</b>	D C Willis MBE
<b>Independent examiner</b>	Larking Gowen LLP Chartered Accountants King Street House 15 Upper King Street Norwich NR3 1RB

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**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

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The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of Norfolk FWAG (the company) for the year ended 31 December 2020. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

**Objectives and activities**

**a. POLICIES AND OBJECTIVES**

**Mission Statement**

To provide the best independent farm conservation advice and guidance to our members and provide the facilities for environmental opportunities.

**Vision Statement**

Norfolk FWAG will facilitate change on the ground to benefit habitats and species associated with or occurring on farmland.

**The Charity's Objects:**

1. By encouraging land owners, farmers and other stakeholders to manage their land in such a way as to promote, the conservation, protection and improvement of the physical and natural environment for the benefit of the public.
2. To advance the education of the public, particularly the farming community and the agricultural sector in conservation and biodiversity.

**The activities of the Charity are as follows:**

- Support farmers in their work to deliver wildlife conservation within productive farming systems.
- Provide farmers and landowners with the best independent technical advice and practical guidance on environmental enhancement of the farmed environment.
- Preserve natural resources on & off farm, such as soil & water.
- Seek to work with landowners to preserve and maintain the historic environment and landscape heritage inherited by farmers today.
- Inspire and communicate the importance of conservation on farmland to farmers, future generations and the wider public.
- Work in collaboration with partner organisations and other FWAG groups.
- Inform members of wider environmental issues/schemes and access to funding.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

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**Objectives and activities (continued)**

**Norfolk FWAG offers a range of services including:**

- Applications for Countryside Stewardship Schemes.
- Compliance checks.
- Best practice conservation advice.
- Species surveys, habitat management planning and advice.
- Farm Environment Plans.
- Facilitation of Farmer Groups
- Farm Assurance schemes

**Achievements and Performance**

**BUSINESS MANAGERS REPORT FOR 2021 - REVIEW OF ACTIVITIES**

**Staff**

Norfolk FWAG had six members of staff during 2021:

Mike Edwards/Neil Punchard - Business Manager/Managing Director  
Henry Walker - Farm Adviser  
Charlie Ennals - Farm Adviser  
Sasha Ellis – Farm Support Adviser  
Sallyanne Brock – Finance Officer

Mike Edwards was in post as Business Manager until the 31st May 2021. Neil Punchard was appointed Managing Director in May 2021 and took up post from the 1st July 2021.

During 2021 the Norfolk FWAG team were busy with a whole range of environmental work:

**Chargeable**

- Countryside and Environmental Stewardship care and maintenance.
- Countryside Stewardship applications
- Woodland creation and hedgerow planting
- Woodland Management Plans.
- Farm Assurance Schemes e.g. LEAF marque.

**Project**

- Facilitation Funds – landscape scale conservation (Wissey and Glaven)
- Norfolk Ponds Project
- Broad's HLF, Water Mill and Marshes – Broadland Tales of the Past and Broads Land Management
- Broads Test & Trials Land Management Board and the role of a local convenor
- Princes Trust Farm Resilience Programme

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

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**(continued)**

**Events**

Norfolk FWAG organised two farm walks to showcase Norfolk farms which effectively integrate environmental management into their farming business. There were around 40 attendees at each event including farmers, landowners, environmental specialists and the general public, both members and non members of Norfolk FWAG. The first was Dillington Hall, near Dereham to showcase the Wendling Beck Environment Project and discuss Landscape Recovery and Biodiversity Net Gain projects underway. The second was at Kenn Hill, North Norfolk Coast, with a focus Regenerative agriculture and rewilding. Numerous smaller knowledge exchange events, including our work with the facilitation funds in the Glaven and Wissey, covered topics including regenerative agriculture.

Covid-19 restrictions impacted project delivery and meant that the annual Norfolk FWAG Farm Conservation competition for the Ian MacNicol Memorial Trophy was put on hold for 2021. The Green Hay project with Norfolk Wildlife Trust and local contractors continued to enhance and restore wildflower meadows and received a welcome financial contribution from Norfolk Rivers Trust using Botanica funding via the WWF.

Through the Prince's Farm Resilience Programme we co-ordinated free business skills training to family farms across Norfolk through a programme of seven workshops which focus on different business skills to maximise profitability and resilience.

**Partnership working**

Norfolk FWAG continued to represent farmers and landowners on the Broads Land Management Group, Norfolk Coast Partnership, Broads Biodiversity Partnership, Norfolk Local Access Forum, NBIS Steering Group, Waveney Catchment Partnership, and Broadland Catchment Partnership.

**Funding bids**

We were successful in partnership project applications for treasury funding including the Wendling Beck Exemplar Project (bids to both the Defra Test & Trials and Natural Environment Investment Readiness Fund were successful) and the Broads Peat Partnership.

We were also successful with our tender to Defra, as co-leads of the East of England FWAG Consortium, to deliver Countryside Stewardship advice and options appraisal across the East and South East of England, through the Farm and Land Management Advice framework in 2022.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

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**a. FINANCIAL REVIEW**

Complete income statements and forecast summaries are compiled each month and distributed to the Trustees at Board meetings. Age of debt reports are produced quarterly. Management board meetings are held every 3 months and these all have complete agendas to include management accounts. Board meetings are minuted and the minutes are distributed to the Trustees. Trustees meetings are held accordingly.

We received a £194,500 donation from the Blomfield legacy in 2021. Total income for the period was £417,248 (including £194,505 – legacy fund charitable donation plus interest) and expenditure was £233,597. The surplus for the year was £183,651 although if the legacy funding is excluded we made a loss of £10,854 which is not unexpected in such a transition year with recruitment of a Managing Director half way through the year resulting in a higher salary for the position. A new advisor had also been appointed who was living out of County and we incurred relocation (sundry) expenses that were not forecast. Covid-19 restrictions impacted project delivery and income. Dealing with queries from the Rural Payments Agency resulted in considerable non-chargeable time for advisers.

The combination of chargeable work, and membership and project income, was the main source of finance (excluding the charitable donation) during the whole financial year as the table below shows.

	2021
Total £ turnover	£417,248
Chargeable income	£109,923
Projects	£47,896
Membership	£53,602
Grants/sponsorship incl. interest	£11,327
Legacies	£194,500

The trustees agreed that under its charitable status Norfolk FWAG has a sound financial footing.

**Structure, governance and management**

**a. Constitution**

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 1 December 2011 which was subsequently amended on 30 May 2012.

The principal object of the company is to encourage land owners, farmers and other stakeholders to manage their land in such a way as to promote for the benefit of the public, the conservation, protection and improvement of the physical and natural environment. Also, to advance the education of the public, particularly the farming community and the agricultural sector in conservation and biodiversity.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

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**Structure, governance and management (continued)**

**b. Methods of appointment or election of Trustees**

Charles Sayer, Joe Martin and Clarke Willis were the original Directors of Norfolk FWAG and became Trustees when the Charity was formed in 2012.

Richard Gurney and Lord Julian Romney joined as Charity Trustees in 2012. Richard Gurney retired in 2015 and Lord Julian Romney in 2017.

Andrew Thornton was appointed in December 2013, Tim Guyer in April 2014 and Ross Haddow in August 2014.

Jake Fiennes and Jon Daniels were appointed in July 2016. Sue Lord was appointed in November 2017.

In 2018 Michael Rae was appointed and Joe Martin stepped down.

At the AGM in 2019 Joe Mitchell was appointed. At the 2020 AGM on the 4th November (held by video conference due to the global pandemic) Glenn Anderson and John Barrett were appointed and Charles Sayer stepped down.

The Charity has put in place a succession plan for both the Board to keep a fresh business approach.

**c. Organisational structure and decision-making policies**

As well as the trustees and board of directors the charity has an executive steering group and three full time members of staff. The day to day running of the Charity is managed by Tim Guyer (Chairman), Ross Haddow (Vice-Chairman) and Clarke Willis (Company Secretary).

The steering group consists of a range of interested parties and well-known organisations including, conservation groups, trusts, councils, landowners and farmers. The steering group's roles and responsibilities are as follows:

- Profile raising/Networking
- Technical support
- Events
- Fundraising
- Developing project ideas

The Trustees, who have many combined years in the charitable and commercial sectors have all been provided with additional guidance and;

A summary version of the Charity Commission's Essential Guide.  
Norfolk FWAG Business Plan.  
Norfolk FWAG Management Accounts on a regular monthly basis.



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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

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**Structure, governance and management (continued)**

**Statement of Trustees' responsibilities**

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:



**D C Willis MBE**

Trustee and Company secretary

Date: 25 August 2022

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**NORFOLK FWAG**  
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**INDEPENDENT EXAMINER'S REPORT**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

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**Independent examiner's report to the Trustees of Norfolk FWAG ('the Company')**

I report to the charity Trustees on my examination of the accounts of the Company for the year ended 31 December 2021.

**Responsibilities and basis of report**

As the Trustees of the Company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent examiner's statement**

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

This report is made solely to the Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Company and the Company's Trustees as a body, for my work or for this report.

Signed: 

Dated: 31 August 2022

Christopher Yeates FCA DChA

Larking Gowen LLP, Chartered Accountants  
King Street House  
15 Upper King Street  
Norwich  
NR3 1RB

**NORFOLK FWAG**  
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**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 DECEMBER 2021**

	Note	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
<b>Income from:</b>				
Donations and legacies	3	194,500	194,500	920
Charitable activities	4	222,748	222,748	205,485
		<u>417,248</u>	<u>417,248</u>	<u>206,405</u>
<b>Total income</b>				
<b>Expenditure on:</b>				
Charitable activities	5	233,597	233,597	180,619
		<u>233,597</u>	<u>233,597</u>	<u>180,619</u>
<b>Total expenditure</b>				
		<u>183,651</u>	<u>183,651</u>	<u>25,786</u>
<b>Net movement in funds</b>				
<b>Reconciliation of funds:</b>				
Total funds brought forward		69,126	69,126	43,340
Net movement in funds		183,651	183,651	25,786
		<u>252,777</u>	<u>252,777</u>	<u>69,126</u>
<b>Total funds carried forward</b>				

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 12 to 21 form part of these financial statements.

**NORFOLK FWAG**  
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**BALANCE SHEET**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	9	3,705	1,499
Investments	10	20	20
		<u>3,725</u>	<u>1,519</u>
<b>Current assets</b>			
Debtors	11	77,523	54,913
Cash at bank and in hand		307,794	104,750
		<u>385,317</u>	<u>159,663</u>
Creditors: amounts falling due within one year	12	(136,265)	(92,056)
<b>Net current assets</b>		<u>249,052</u>	<u>67,607</u>
<b>Total assets less current liabilities</b>		<u>252,777</u>	<u>69,126</u>
<b>Total net assets</b>		<u><u>252,777</u></u>	<u><u>69,126</u></u>
<b>Charity funds</b>			
Restricted funds	13	-	-
Unrestricted funds	13	252,777	69,126
<b>Total funds</b>		<u><u>252,777</u></u>	<u><u>69,126</u></u>

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**BALANCE SHEET (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

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The Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

  
.....  
**D C Willis MBE**  
(Trustee)  
Date: 25 August 2022

The notes on pages 12 to 21 form part of these financial statements.

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**NORFOLK FWAG**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

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**1. General information**

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £10 per member of the company. The registered office of the company is Honingham Thorpe, Norwich Road, Colton, Norfolk, NR9 5BZ.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Norfolk FWAG meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**2.2 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

**2.3 Going concern**

The Trustees considered the Company's position at the time of signing the financial statements. Based on this, the Trustees have concluded that they have a reasonable expectation that the Company will have adequate resources to continue in operational existence for the foreseeable future, and, at least twelve months from the date of signing these financial statements. They therefore continue to adopt the going concern basis of accounting in preparing these financial statements.

**2.4 Income**

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Company has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Company, can be reliably measured.

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**NORFOLK FWAG**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

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**2. Accounting policies (continued)**

**2.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

**2.6 Tangible fixed assets and depreciation**

Tangible fixed assets costing £NIL or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following basis:

Plant and machinery	- 33% Straight line
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**2.7 Investments**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of financial activities.

**2.8 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

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**NORFOLK FWAG**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2021**

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**2. Accounting policies (continued)**

**2.9 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**2.10 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.11 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

**2.12 Financial instruments**

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.13 Pensions**

The Company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Company to the fund in respect of the year.



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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021**

**3. Income from donations**

	<b>Unrestricted funds 2021 £</b>	<b>Total funds 2021 £</b>
Donations	-	-
Legacies	194,500	<b>194,500</b>
	<u>194,500</u>	<u><b>194,500</b></u>

Post year end, in March 2022, the charity received a further £30,000 distribution from the legacy estate. This distribution is not included in the amount recognised above.

	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Donations	920	920
	<u>920</u>	<u>920</u>

**4. Income from charitable activities**

	<b>Unrestricted funds 2021 £</b>	<b>Total funds 2021 £</b>
Subscriptions and joining fees	53,602	<b>53,602</b>
Countryside stewardship	67,476	<b>67,476</b>
Other consultancy	35,869	<b>35,869</b>
Projects work	47,896	<b>47,896</b>
Woodland management	2,121	<b>2,121</b>
Training and events	1,350	<b>1,350</b>
Species/Habitat surveys	650	<b>650</b>
Assurance schemes	11,327	<b>11,327</b>
Sales of goods	2,332	<b>2,332</b>
Permissive Access	-	-
Sponsorship	-	-
Other	125	<b>125</b>
<b>Total 2021</b>	<u>222,748</u>	<u><b>222,748</b></u>

**NORFOLK FWAG**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021**

**4. Income from charitable activities (continued)**

	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Subscriptions and joining fees	47,424	47,424
Countryside stewardship	69,813	69,813
Other consultancy	34,839	34,839
Projects work	40,036	40,036
Woodland management	312	312
Training and events	600	600
Species/Habitat surveys	1,957	1,957
Assurance schemes	6,441	6,441
Sales of goods	2,392	2,392
Permissive Access	831	831
Sponsorship	500	500
Other	340	340
<i>Total 2020</i>	<u>205,485</u>	<u>205,485</u>

**5. Analysis of expenditure by activities**

	<b>Activities undertaken directly 2021 £</b>	<b>Total funds 2021 £</b>
Direct costs	<u>233,597</u>	<u>233,597</u>

	<i>Activities undertaken directly 2020 £</i>	<i>Total funds 2020 £</i>
Direct costs	<u>180,619</u>	<u>180,619</u>

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021**

**5. Analysis of expenditure by activities (continued)**

**Analysis of direct costs**

	<b>Total funds 2021 £</b>	<i>Total funds 2020 £</i>
Staff costs	<b>164,183</b>	141,983
Depreciation	<b>1,800</b>	1,480
Office, rent, light and heat	<b>7,809</b>	5,945
Travel costs	<b>6,727</b>	4,485
Subscriptions	<b>2,355</b>	2,438
Office consumables	<b>5,069</b>	4,079
Insurance	<b>2,670</b>	2,336
Website and marketing	<b>436</b>	889
Postage	<b>348</b>	296
Sundry	<b>4,846</b>	135
Telephone	<b>1,230</b>	929
Training	<b>1,668</b>	1,051
Accountancy	<b>1,400</b>	1,400
Project costs	<b>29,403</b>	8,775
Event costs	<b>1,626</b>	781
Professional fees	<b>215</b>	2,306
Bad debts	<b>1,455</b>	1,067
Bank charges	<b>357</b>	244
<b>Total 2021</b>	<b>233,597</b>	180,619

**6. Independent examiner's remuneration**

The independent examiner's remuneration amounts to an independent examiner fee of £1,500 (2020 - £1,465).

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**7. Staff costs**

	<b>2021</b> <b>£</b>	<i>2020</i> <i>£</i>
Wages and salaries	<b>144,848</b>	124,939
Social security costs	<b>9,435</b>	7,736
Contribution to defined contribution pension schemes	<b>9,900</b>	9,308
	<u><b>164,183</b></u>	<u>141,983</u>

The average number of persons employed by the Company during the year was as follows:

	<b>2021</b> <b>No.</b>	<i>2020</i> <i>No.</i>
	<u><b>6</b></u>	<u>5</u>

No employee received remuneration amounting to more than £60,000 in either year.

Remuneration and benefits received by key management personnel in the year totalled £164,183 (2020: £141,983).

**8. Trustees' remuneration and expenses**

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 December 2021, expenses relating to travel and subsistence totalling £77 were reimbursed or paid directly to 1 Trustee (2020 - £113).

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**9. Tangible fixed assets**

	<b>Plant and machinery £</b>
<b>Cost or valuation</b>	
At 1 January 2021	9,315
Additions	4,006
Disposals	(1,985)
At 31 December 2021	<u>11,336</u>
<b>Depreciation</b>	
At 1 January 2021	7,816
Charge for the year	1,800
On disposals	(1,985)
At 31 December 2021	<u>7,631</u>
<b>Net book value</b>	
At 31 December 2021	<u><u>3,705</u></u>
<i>At 31 December 2020</i>	<u><u>1,499</u></u>

**10. Fixed asset investments**

	<b>Unlisted investments £</b>
<b>Cost or valuation</b>	
At 1 January 2021	20
At 31 December 2021	<u><u>20</u></u>

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**11. Debtors**

	2021 £	2020 £
<b>Due within one year</b>		
Trade debtors	34,438	31,106
Prepayments and accrued income	43,085	23,807
	<u>77,523</u>	<u>54,913</u>

**12. Creditors: Amounts falling due within one year**

	2021 £	2020 £
Trade creditors	22,219	3,747
Other taxation and social security	14,357	22,253
Pension fund loan payable	1,545	1,142
Accruals and deferred income	98,144	64,914
	<u>136,265</u>	<u>92,056</u>

Included within other creditors and accruals is £40,270 (2020: £14,928) relating to the Connecting Nature Fund Grant Scheme and Skylark project. The charity administers the fund on behalf of Norfolk County Council. The fund is for projects to lessen the impact on the wider environment of large scale development. The charity has no entitlement to the fund and hence it is not recognised as income of the charity. The balance at the 31 December represents funding yet to be distributed. Total fund receipts in the year were £25,792 (2020: £Nil) and £Nil (2020: £15) was paid out during the year.

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**13. Statement of funds**

**Statement of funds - current year**

	Balance at 1 January 2021 £	Income £	Expenditure £	Balance at 31 December 2021 £
<b>Unrestricted funds</b>				
General Funds	69,126	417,248	(233,597)	252,777

**Statement of funds - prior year**

	Balance at 1 January 2020 £	Income £	Expenditure £	Balance at 31 December 2020 £
<b>Unrestricted funds</b>				
General Funds	43,340	206,405	(180,619)	69,126

**14. Pension commitments**

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £9,900 (2020: £9,308). There were contributions outstanding at the year end of £1,545 (2020: £1,142).

**15. Related party transactions**

There were no related party transactions during the year.

